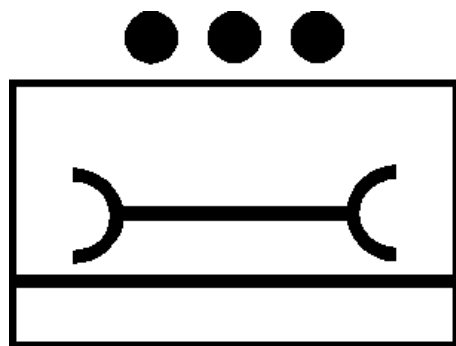




# 518th Maintenance Company

## Headquarters Platoon

### Collective Task Listing



*"MESS WITH THE **BEST**, DIE LIKE THE*

# Company METL

- 1. PLAN COMPANY OPERATIONS**
- 2. RELOCATE COMPANY TO A NEW OPERATING SITE**
- 3. ESTABLISH COMPANY AREA OF OPERATIONS**
- 4. CONDUCT DS MAINTENANCE AND CLASS II & IX SUPPLY**
- 5. DEFEND ASSIGNED AREA**



# PLATOON CTL

- 1. PLAN COMPANY AND PLATOON OPERATIONS**
- 2. RELOCATE PLATOON/ PROVIDE C2 FOR COMPANY TO A NEW OPERATING SITE**
- 3. ESTABLISH PLATOON AND COMPANY CP AREA OF OPERATIONS**
- 4. CONDUCT UNIT LEVEL MAINTENANCE, ORDERLY ROOM SUPPORT, AND CLASS II SUPPLY**
- 5. DEFEND ASSIGNED AREA**
- 6. PROVIDE MORALE SUPPORT TO COMPANY AND PLATOON**

# 1. Plan Company and Platoon Operations

	METL TASK	HOW TO SUPPORT?	STATUS
<b>COLLECTIVE TASKS</b>	PLAN PLATOON AND COMPANY MOVE EMPLOY PHYSICAL SECURITY	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03	P+
<b>LEADER TASKS</b>	PREPARE DISPLACEMENT PLAN RSOP PREPARE PHYSICAL SECURITY PLAN PERFORM GUARD DUTY & RESPOND TO ENEMY ATTACK GIVE CONVOY BRIEFING	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 AAOPS	P+
<b>SOLDIER TASKS</b>	BRIEF RELOCATION PLAN TO ALL PLATOON AND SECTION PERSONNEL MAN DEFENSIVE POSITIONS EMPLOY CHALLENGE & PASSWORD PROCEDURES	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME	P+

OVERALL- P+



TO BECOME T: IMPROVE PREMOVEMENT COORDINATION, BETTER  
JOB OF PHYSICAL SECURITY DURING CONVOYS AND SITE  
OCCUPATION

# 2. Relocate Platoon/Provide Company C2 to new operating site

	METL TASK	HOW TO SUPPORT?	STATUS
<b>COLLECTIVE TASKS</b>	CONDUCT TACTICAL ROAD MARCH PREPARE FOR NBC ENVIRONMENT	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME	P+
<b>LEADER TASKS</b>	ENFORCE MARCH DISCIPLINE CONDUCT NIGHT CONVOY IMPLEMENT NBC DEFENSE PLAN PERFORM NBC DEFENSE PREPARATORY TASKS SUPERVISE OPERATIONS	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME	P+
<b>SOLDIER TASKS</b>	ENFORCE RADIO SILENCE EMPLOY CLOSE COLUMN FORMATION INVENTORY NBC EQUIPMENT IMPROVE FIGHTING POSITION & PERFORM PMCS ON EQUIPMENT	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME	P+

**OVERALL- P+**

TO BECOME T: MEET TIME STANDARDS FOR SETUP, MORE NBC TRAINING TIME, NIGHT CONVOY WITH AND WITHOUT NVGs, AIR GUARDS ON CONVOYS



# 3. Establish section area of operations

	METL TASK	HOW TO SUPPORT?	STATUS
<b>COLLECTIVE TASKS</b>	OCCUPY NEW OPERATING SITE SET UP OPERATIONS AREAS	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME	P
<b>LEADER TASKS</b>	COMPANY MOVES TO POSITION AT NIGHT OCCUPY DEFENSIVE POSITIONS SHOP OFFICE SETS UP AREA OF OPS CP SETS UP AREA OF OPS	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME	P+
<b>SOLDIER TASKS</b>	MAINTAIN NOISE / LIGHT DISCIPLINE PREPARE HASTY FIGHTING POSITION PREPARE TO MONITOR WORKFLOW ESTABLISH COMMUNICATION	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME	P+

OVERALL- P+

TO BECOME T: SET UP CP WITHIN TIME STANDARDS, ESTABLISH  
COMMO ON TIME, ESTABLISH N SEQUENCE FOR SITE  
OCCUPATION WITHIN THE PLATOON



# 4. Conduct Unit level supply, Orderly Room, and maintenance operations

**METL TASK**

**HOW TO SUPPORT?**

**STATUS**

## **COLLECTIVE TASKS**

CONDUCT UNIT MAINTENANCE OPS  
PROVIDE CLASS II SUPPLY SPT  
PROVIDE ADMINISTRATIVE SUPPORT

NOV 02 BN FTX/ OCT 02 CO FTX  
CPX, JAN 03/ SGT'S TIME  
SHOW UP TO WORK

**T**

## **LEADER TASKS**

SUPERVISE SHOP OPERATIONS  
PERFORM INTERNAL PRODUCTION CONTROL  
RECEIVE , STORE, AND ISSUE PARTS  
SUPERVISE ADMINISTRATIVE SUPPORT

NOV 02 BN FTX/ OCT 02 CO FTX  
CPX, JAN 03  
SGT'S TIME

**P+**

## **SOLDIER TASKS**

MONITOR WORKFLOW  
DISTRIBUTE WORK LOAD TO MECHANICS  
VERIFY ACTUAL QUANTITIES REC  
PLACE IN A CORRECT STORAGE LOC  
ISSUE PARTS  
PROVIDE ADMINISTRATIVE SUPPORT

NOV 02 BN FTX/ OCT 02 CO FTX  
CPX, JAN 03  
SGT'S TIME

**T**

**OVERALL- T**

TO IMPROVE TO T ON LEADER TASKS: BETTER JOB OF STICKING TO SERVICE PLAN, PAPERWORK PROCESSED ON TIME



# 5. Defend assigned area

	METL TASK	HOW TO SUPPORT?	STATUS
<b>COLLECTIVE TASKS</b>	PREPARE FOR LEVEL II/III THREAT DEFEND PLATOON SECTOR DEFEND COMMAND POST	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME	T
<b>LEADER TASKS</b>	PREPARE FOR ENGAGEMENT PERFORM PRE-ENGAGEMENT ACTIVITIES REACT TO INDIRECT FIRE CALL FOR FIRE (INDIRECT/CAS)	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME	P+
<b>SOLDIER TASKS</b>	OCCUPY FIGHTING POSITIONS MAINTAIN STRICT LIGHT AND NOISE DISCIPLINE SOUND ALARM AND SEEK PROTECTION KILL THE BAD GUYS	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03 SGT'S TIME RANGE DENSITY	P+

OVERALL- P+

TO BECOME T: TRAIN ON CAS/INDIRECT CALL FOR FIRE, REACT TO NBC ATTACK, QRF PROCEDURES



# 6. Provide Morale Support to Company

	METL TASK	HOW TO SUPPORT?	STATUS
<b>COLLECTIVE TASKS</b>	MINIMIZE NONESSENTIAL TASKINGS CONDUCT MORALE BUILDING EVENTS COORDINATE MORALE SUPPORT IN FIELD	NOV 02 BN FTX/ OCT 02 CO FTX CPX, JAN 03	T
<b>LEADER TASKS</b>	REBUT UNESSENTIAL TASKINGS PROCESS LEAVE REQUESTS TIMELY SUBMIT AWARDS SUPPORT SOCIAL FUNCTIONS SUPPORT FRG	PIE IN FACE/ORG DAYS PAY DAY ACTIVITIES APPROVE LEAVE WHEN POSSIBLE SUBMIT AWARDS PLATOON PARTIES/FUN TRAINING PL/PSG FOLLOW UP, CLERKS SUBMIT AWARDS/LEAVES/PASSES	P
<b>SOLDIER TASKS</b>	PROCESS AWARDS THROUGH BN/BDE PROCESS LEAVES/PASSES SUPPORT SOCIAL EVENTS/FRG	ATTEND FRG MEETINGS/FUNCTIONS	P

OVERALL- P+

TO BECOME T: AWARDS TRACKING SYSTEMS FUNCTIONAL,  
BETTER JOB SUBMITTING NAMES FOR AWARDS





# Platoon Leader's Overall Assessment

**1. PLAN COMPANY AND  
PLATOON OPERATIONS** P+

**2. RELOCATE PLATOON/  
PROVIDE C2 FOR COMPANY  
TO A NEW OPERATING SITE** P+

**3. ESTABLISH PLATOON AND  
COMPANY CP AREA OF  
OPERATIONS** P+

**4. CONDUCT UNIT LEVEL  
MAINTENANCE, ORDERLY  
ROOM SUPPORT, AND CLASS  
II SUPPLY** T

**5. DEFEND ASSIGNED AREA** P+

**6. PROVIDE MORALE SUPPORT  
TO COMPANY AND PLATOON** P+

Overall- P+